

DEPARTMENT OF HUMAN SERVICES
SOCIAL SERVICES DIVISION
CHILD WELFARE SERVICES BRANCH

NOTICE OF REQUEST FOR PROPOSAL

The State of Hawaii, Department of Human Services is procuring the following service:

Family Strengthening Services – Statewide

RFP SSD-16-POS-3010

The new contracts are expected to begin on July 1, 2016.

As of **February 25, 2016**, interested parties may review the posted RFP that is located on the State Procurement Office (SPO) website at www.spo.hawaii.gov; see “Procurement Notices/Bidding Opportunities.”

The Department will conduct a live meeting in Honolulu and via video conference for the neighbor islands to discuss the RFP and answer questions from the community. If you would like to attend, we ask that you call ahead **by 12:00 Noon on Thursday, March 10, 2016**, and provide your name, agency, telephone number, email address, and the location at which you will be present. Please contact the RFP Coordinator, Ms. Cyndy S. Pierce, by telephone at (808) 587-3168; or fax number, email or street addresses listed below.

The RFP Video Conference meeting will be held at the following DHS Benefit, Employment, and Support Services Division (BESSD offices):

Date: Monday, March 14, 2016
Time: 1:00 p.m. to 4:00 p.m.
Locations:
Oahu (Honolulu): Haseko Center, 820 Mililani Street Suite #606
East Hawaii (Hilo): Kinoole Shopping Center, 1990 Kinoole Street
West Hawaii (Kailua-Kona): Kona Center, 75-5722 Hanama Place Suite #1105
Maui (Wailuku): Waiehu Beach Center, 270 Waiehu Beach Road Suite #107
Kauai (Lihue): Dynasty Court, 4473 Pahee Street Suite G

If you are not able to be present in person at any of the video conference centers listed above, and would like to participate by teleconference, please contact Ms. Pierce as soon as possible and at least two (2) business days in advance of the meeting. Provide name(s) of teleconference attendee(s), agency, and telephone/cellular numbers.

The Applicant’s deadline to submit written questions **will be prior to the RFP Orientation, and due on March 4, 2016, by 4:30 p.m.** The State purchasing agency’s deadline to respond to any Applicants’ written questions **will be on March 9, 2016, prior to the RFP Orientation.**

Please direct all written questions to Ms. Pierce by email at cpierce@dhs.hawaii.gov, by fax to (808) 586-5700, or by mail to 810 Richards St., Suite 400, Honolulu, Hawaii 96813. It is strongly recommended that all comments, suggestions, and questions be submitted **in writing**, whether due prior to the RFP Orientation, or posed during the RFP Video Conference meeting.

PLEASE NOTE: The RFP Video Conference meeting is for informational purposes. Participation in the meeting is optional and is not required in order to respond to the RFP. Neither the Department nor any interested party responding to the RFP has any obligation under this process.